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*Meetings!*

22 November 1968

## MEMORANDUM FOR THE RECORD

SUBJECT: Briefing on Real Estate Construction Division,  
Office of Logistics -- 8 November 1968

1. Present were Messrs. Meloon, [ ] O/L; Bannerman, [ ]  
[ ] O-DD/S.

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2. [ ] gave the briefing. RECD is a small group of [ ]  
professionals principally engineers (civil, mechanical and electrical), lawyers,  
architects and real estate experts. The Division's mission is to provide  
technical advice on all Agency real estate and construction activity. Their  
operational approach is first to try to use the facilities of the military or  
State; second, use the private sector and only as a last resort use an in-  
house capability.

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3. RECD is responsible for overseas staffing of [ ] engineer/architect  
positions, [ ] maintenance positions. They have  
a five-year plan of projected assignments for each of these positions. They  
maintain a comprehensive dossier for each post. Officers are scheduled for  
training tailored to the assignment objective of the five-year plan. Uniform  
reporting procedures for overseas activities have been established.

25X9

4. The Engineering unit operates under the project engineer concept;  
i.e., one individual is fully responsible for all phases of a project. We try to  
take advantage of the expertise of six Federal Building Office engineers who  
are very thinly spread throughout the world. In addition, we have arrangements  
with 11 private contractors overseas who provide backup around the world.

5. The Division constantly looks into R&D developments in the  
construction field; for example, work on the airfield dust problem being con-  
ducted by military organizations and the use of laser for long-distance  
surveying. The Division is responsible for approximately [ ]  
for an overseas plant and tries to upgrade its maintenance program by training  
at the Naval Facilities Engineering Course. The Division has prepared construc-  
tion directives for small overseas stations. In FY 1968 statistics for construction

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6. The Division is actively involved in executive interest items such as the new entrance to West Parking, front entrance grill at Headquarters, safety glass at Ames Building and [redacted] the sixth and seventh floors.

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7. Mr. Bannerman suggested that the Division look into the possibility of exploiting the technical ability of other component engineers who are on TDY assignments; for example, Security and Commo engineers.



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Special Assistant to the  
Deputy Director for Support

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